



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
EMERGENCY SERVICES COMMITTEE MEETING
April 28th, 2025

PRESENT: Steve Featherstone, Chair Donna Clark, Vice-Chair
Allan Reid, CEMC

STAFF PRESENT: Nicky Kunkel, CAO
Santana Chubb, Clerk

VIRTUAL ATTENDANCE: Shaun McGee, Fire Chief

1. Call to Order

Motion 1

Moved by Donna Clark
THAT this meeting be opened at 6:01 p.m.

Seconded by Allan Reid

Carried Steve Featherstone

2. Adoption of Agenda

Motion 2

Moved by Allan Reid
THAT the agenda for the Emergency Services Committee Meeting for April 28, 2025,
be approved as circulated.

Seconded by Donna Clark

Carried Steve Featherstone

3. Disclosure of Pecuniary Interest: None for this session

4. Adoption of Previous Minutes

Motion 3

Moved by Donna Clark
THAT the minutes of the Emergency Services Committee Meeting held March 17,
2025, be adopted as circulated.

Seconded by Allan Reid

Carried Steve Featherstone

5. Presentation & Delegations: None for this session

6. Staff Reports

6.a Report from Fire Chief regarding recent call reports, training, and community involvement.
The Fire Chief gave a brief report on recent calls, training, community involvement and other
relevant information from March 15, 2025, to April 24, 2025.

Recent Calls:

The volunteers responded to a total of 9 calls.

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Types of calls:

- 9 medical calls

2025 calls to date: 24

Current volunteer staff is 12 operational members.

Recent Training:

Weekly Training:

- EMS and Medical call procedures and equipment refresher
- PPE
 - Bunker gear familiarization
 - SCBA checks
 - Personal bunker gear inspections
- Cleaned Fire Hall
 - Swept floors
 - Washed/cleaned trucks

Special Training:

- All firefighters are preparing for Firefighter 1 testing, scheduled for May 10, 2025.

Fire Chief Updates:

- The Fire Chief would like to appoint a new Training Officer.
- A collaborated training night was held April 7th with the East Ferris Fire Department.
- The Fire Chief is waiting to receive a quote from Rochefort for the installation of an air compressor at Station 2.
- The Fire Chief and Fire Prevention Officer attended a conference which resulted in a great networking opportunity.
- The Fire Chief recommends hiring 4 new probationary firefighters.

The following motion was presented.

Motion 4

Moved by Allan Reid

Seconded by Donna Clark

THAT the Fire Chief recommends to the Emergency Services Committee that the following four probationary firefighters be hired: Eric Aldridge, Justin Huywan-Anderson, Trevor Caudle and Keeghan Butler. And further that Council accepts this recommendation.

Carried Steve Featherstone

Fire Prevention:

- Fire Prevention is ongoing during calls
- The FPO is building a 2025 calendar of events
- FPO training is underway
- Fire/CO alarm inspection plan in progress for 2025-2026

Community involvement:

- The Fire Department attended the Bonfield Trade Show held April 5. The firefighters engaged with residents, promoted fire prevention and fire safety, and received a lot of positive feedback from the community.

6.b Report from Fire Chief regarding the addition of a Training Officer.

The Fire Chief reported the following.

- The Chief proposed a three-year trial period for an enhanced Training Officer position.
- The proposed cost of the position is \$500/month (\$6000/year) with an additional cost of up to \$1500 for a computer and set up of the new program.

The following motion was presented.

Motion 5

Moved by Allan Reid

Seconded by Donna Clark

THAT the Emergency Services Committee recommends to Council to accept the report from the Fire Chief to implement an enhanced Training Officer position on a three-year trial basis.

Carried Steve Featherstone

6.c Report from Fire Chief regarding the Fire Department summer recruitment plan.

The Fire Chief reported the following.

- The Fire Department will have an ongoing recruitment drive.
- A recruitment flyer was created and will be advertised on the Township's website, on the Township's and Fire Department's Facebook pages, and handed out at events.

7. Items for Committee Discussion: None for this session**8. Resolutions to be Considered for Council Recommendation:** None for this session**9. Correspondence:** None for this session**10. Closed Session:** None for this session**11. Adjournment****Motion 6**

Moved by Allan Reid

Seconded by Donna Clark

THAT this meeting be adjourned at 6:30 p.m.

Carried Steve Featherstone

CHAIR

SECRETARY